

**Minutes of the Jasper Community Arts Commission  
City of Jasper, Indiana held September 6, 2005**

The regular meeting of the Jasper Community Arts Commission was held at 4:30 pm on Tuesday, September 6, 2005 at the Jasper Arts Center with President Gerald Gagne presiding. The Pledge of Allegiance was recited and then roll call was held with the following **Commission Members Present**: Gerald Gagne, Robin Norris, Don Routson, Ann Hilgefert, Michael Jones, Myra Schuetter, and Pat Thyen. **Commission Members Absent**: Doug Abbett, Gloria Buecher, Sylvia Metzger, and Don Weisheit. **Staff Members Present**: Darla Blazey, Doreen Lechner, Kit Miracle, Donna Schepers, and Kelley Leuck. **Guests in Attendance**: City Attorney, Sandy Hemmerlein, Councilmen: Butch Schitter, Ray Howard, and John Schroeder.

**APPROVAL OF MINUTES**

**Don Routson** moved, **Mike Jones** seconded the approval of the minutes of the August 2, 2005 board meeting. Motion passed 7-0.

**City Financial Statement**

**Don Routson** moved to approve the financial statement. **Mike Jones** seconded. Motion passed 7-0.

**City Claims and Regional Partnership Grant Claims**

City claims in the amount of \$11,709.79 were presented. Regional Partnership Grant claims in the amount of \$2,091 were presented. After conclusion of discussion, it was moved by **Don Routson** to accept the claims as presented. **Mike Jones** seconded. Motion passed 7-0.

**Public Business**

Doreen reported that the city has requested that she sign a conflict of interest form to direct ACT's performance of "The Miracle Worker." She will be paid \$500 to direct the production. **Don Routson** moved to accept the conflict of interest form. **Pat Thyen** seconded. Motion passed 7-0.

**COMMITTEE REPORTS**

**Visual Arts Report**

Kit reported.

- The quilt show was very well attended.
- The Juried Art show was hung last week. The reception and awards ceremony will be on Sunday from 1-3.
- The final firing of the clay projects from the summer classes is finished. There will be an open house on September 17 at the satellite art space from 12-3 for participants to pick up the finished pieces and receive information about upcoming visual arts classes.
- Fall art classes will start on October 1. The classes include preschool art, watercolor for children, adult oil painting and a one-day workshop for adult leaders of children's groups.

**Education Report**

Donna reported.

- Donna showed the new JCAC banner that has been used during school registration days. The banner is available for all events.
- Meetings will be held in October and November with all teachers to inform them of the Kennedy Center programs. The kick-off event will be the teacher-in service on November 9<sup>th</sup>. Kathleen Gaffney will be the keynote. School Board President Nancy Habig and School Superintendent Dr. Riggs have been extremely supportive.
- Donna and Darla will be attending the Arts Midwest conference in Indianapolis the week of September 13<sup>th</sup>.
- Artist Gary Krinsky will be at the arts center on November 2<sup>nd</sup> to perform his "Toying with Science" program.

## **Buildings & Structures Report**

Doreen reported.

- The exterior of the building has been improved; the doors have been painted along with the portion of the exterior walls. The floors have been done inside the building. New toilet seats installed.
- The roof is continuing to leak in isolated spots. It may be able to be fixed by diverting the water down spouts.
- The city safety committee inspected the building a couple of weeks ago. It was decided to go above OSHA requirements and install a fall protection harness to the catwalk access ladders. Roofers' harnesses were bought to install along with a rope line.
- All backstage volunteers sign a liability waiver. The database of volunteers is maintained and updated for each season.

## **Region 11 Report**

Darla reported for Jill.

- The grant awards ceremony is planned for October 25 at 7:00 pm. All are invited.
- In July, the IAC informed JCAC of funding cuts. The budget had to be cut by \$8099. \$5099 was cut from the regional block grants. \$3000 was cut from the arts development services area. That includes not paying Craig Dreezen for cultural planning and reducing Jill's salary by \$500. Darla requested the new amounts for the regional block grants be approved. **Myra Schuetter** moved to approve the new amounts, with disappointment. **Pat Thyen** seconded. Motion passed 7-0.

## **Performing Arts Report**

Darla reported.

- Season ticket orders are going very well. There have been 436 renewals. 148 renewals are still outstanding. There have been 99 new subscribers. There are currently 535 subscribers to the Performers Series. 59 people have bought tickets for the Lincoln dinner. 92 Backstage tickets have been sold.
- Michael Cooper will be here on October 2<sup>nd</sup>.
- The marketing committee has decided to hold a mask-making contest for the elementary school students to promote the Michael Cooper show. There will be 4 different categories. Each student will get a discount coupon for entering. Everyone will receive a ribbon for participating. The masks will also be displayed. Prizes will be awarded in each category.
- The marketing committee also discussed buying promotional items.
- Darla went over the one year goals set at last year's board meeting retreat that have been accomplished.
  - Develop a board orientation packet, with board member job descriptions
  - Solidify Logo and ensure consistent use. Incorporate *pART of your life* into the logo design.
  - Create a volunteer tracking system to record the number of volunteers and the number of hours served by those volunteers.
  - Establish a marketing committee.
  - Become more active in promoting the JCAC, by attending city council meetings, speaking to clubs and attending community events.
  - Develop a power point presentation about JCAC to use promotionally.
  - Develop a line of JCAC merchandise; create contests to gain interest and excitement, use banners and more photos in promotional materials.
- Mike Jones suggested that all board members be given a JCAC name badge to wear when attending meetings and events to show that they are with the arts center. Darla advised that they would be made and handed out at the next board meeting.
- Discussion was held about putting the JCAC logo on promotional items. Don Routson stated he would pay the set up charge.

## **OLD BUSINESS**

Mike Jones reported.

- Several board members along with Darla met with Jamie Levy (a local consultant) at no charge to discuss the building expansion. They discussed several options; build a new building, add on to the current building, do a partial addition, or find more satellite space. Jamie advised to refrain from trying to raise money for at least 2 years. Several other organizations currently have fund raising drives at this time. Jamie advised to use the two years to lay the groundwork to set up a drive in the future by working on the annual fund drive and continuing to brand the JCAC. Mike advised that the committee would be meeting with Bob McCarty and Friends of the Arts. An addition to the building will be discussed with Friends.

## **New Business**

Sandy Hemmerlein reported.

- An ordinance has been drafted to take to city council. This ordinance would allow for donations given for building expansion to be set-aside in a separate non-reverting building expansion fund. The monies would be protected in the account to be used for building expansion, renovation, or improvement. Mike, Myra, and Darla will attend the next city council meeting on September 21, to introduce the ordinance.
- Four members' terms expire at the end of the year. They are Mike Jones, Ann Hilgefort, Doug Abbett, and Gloria Buecher. Sandy advised Darla to talk to the appointing officials.

## **Adjournment**

**Pat Thyen** made the motion to adjourn the meeting at 5:50pm, **Mike Jones** seconded. Motion passed 7-0. The next regular meeting will be held on Tuesday October 4, 2005 at 4:30 pm.

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**Gerald Gagne – President**

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**Don Routson**

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**Attested**